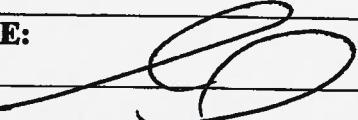


LAS VEGAS POLICE DEPARTMENT	ADMINISTRATION
SUBJECT: <i>Organization Flow Chart</i>	NUMBER: ADM.14
EFFECTIVE DATE: <i>9 September 2010</i>	REVIEW DATE:
AMENDS/SUPERSEDES:	APPROVED: 
NMMLEPSC STANDARDS: <i>ADM.07.03</i>	NMSA: <i>Chief of Police Gary Gold</i>

I. **PURPOSE:**

The purpose of this policy is to ensure the efficient and effective management of the organizational function by providing administrative guidance that identifies the responsibilities and processes within the uniform and all other components of the department.

II. **POLICY:**

It is the policy of the Las Vegas Police Department to manage the function of the Organizational Flow Chart in an effective and efficient manner by coordinating the efforts of uniform and all other organizational components as provided in this policy.

III. **APPLICABILITY:**

This policy applies to all employees of the Las Vegas Police Department.

IV. **REFERENCES:**

- A. Las Vegas Police Department
- B. New Mexico Law Enforcement Accreditation ADM 07.03

V. **DEFINITIONS:**

None

VI. PROCEDURE:

A. Organizational Structure

1. The Department is established by law and shall consist of a Chief of Police, such regular officers and employees as may be approved. The Police Department shall be under the general supervision of the Chief of Police who shall be the Chief Executive of the Police Department. It shall be the responsibility of the Police Chief to enforce the rules and regulations for the City and the policies and procedures of the Department. The Chief of Police reports directly to the City Manager. Police Officers are charged with enforcing the laws of the State of New Mexico and all the ordinances of the City of Las Vegas. Jurisdiction of the Police Department is limited to the City boundaries, except when another department requests assistance, or when enforcing laws on property owned by the City, but outside its boundaries. The organization of the Police Department will support the effective and efficient accomplishment of Departmental responsibilities and functions.
2. The Chief of Police is responsible for the direction of all activities of the Department. This direction will be accomplished through written and oral orders, policy, directives, guidelines, and guidance as well as by personal leadership.
3. The Department organizational structure includes persons to whom are assigned specific responsibilities which include activities directly related to carrying out or supporting the department's objectives.
4. The Department shall consist of a Police Chief, Deputy Chief of Police, Captains, Lieutenants, Sergeants, Investigators / agents, police officers, communications specialists and support staff. The Chief of Police and City Manager will determine the staffing levels are which are requisite to protect and serve the community.

B. Chain of Command

1. The Department shall consist of a Police Chief, Deputy Chief of Police, Captains, Lieutenants, Sergeants, Investigators / agents, police officers, communications specialists and support staff. The Chief of Police and City Manager will determine the staffing levels are which are requisite to protect and serve the community.
2. The Police Chief has full control over department activities. In the absence of the Police Chief, the Deputy Chief of Police shall take command and notify the Chief of all decisions that he may make. If the Chief and the Deputy Chief of Police are not available, the senior Captain shall be in charge.

C. Span of control

1. For any major event in which all or most of departmental personnel will be on duty, plans for the event will clearly delineate the command and structure and consider span of control.

D. Authority and responsibility

1. At every level within this Department, personnel must be given the authority to make decisions necessary for the effective execution of their responsibilities.
2. Each departmental employee will be held fully accountable for the use of, or failure to use, delegated authority. Any employee who has any questions concerning his delegated authority should bring such questions to the attention of his supervisor or the Chief of Police through the chain of command for prompt resolution. Legal questions may be referred to the City or District Attorney.
3. Any gross improper use of authority or failure to accept authority will be reported through command channels as rapidly as possible.

E. Direction, obedience to orders

1. The Chief of Police is the Chief Executive of the Department. As such, the Chief of Police under the direction of the City Manager has full authority and responsibility for the management, direction and control of the operation and administration of the Department.

VII. ATTACHMENTS:

The Organizational chart denotes chain of command and intradepartmental relationships.

A. Appendix I.

B. Organizational Chart.

